

**ATHENS REGIONAL LIBRARY SYSTEM BOARD OF TRUSTEES**  
**Thursday, April 18, 2024**  
**AGENDA**

1. Recognition & Resolutions - Chair Campbell, welcomed new board members Hayley Cox and Charlene Brickman of Clarke County.
2. Call to Order - 3:33
3. Approval of Minutes - January 18, 2024 meeting - Unanimously approved (motioned by Mr. Lutz, seconded by Mr. Garner).
4. Adopt the April 18, 2024 meeting agenda - Chair Campbell proposed two amendments to the agenda as follows: Item 13 was revised to a discussion regarding the signatory authority document, and Item 14 was modified to an executive session to discuss personnel matters. The meeting will adjourn following the executive session. Unanimously approved (motioned by Ms. Terrell, seconded by Mr. Garner).
5. Public Comment - none
6. Accept the Financial Report FY2024-Q3 - Unanimously accepted (motioned by Ms. Norris, seconded by Ms. Russell).
7. Regional Reports
  - a. Athens-Clarke County - Ms. Russell gave the report.
  - b. Franklin County - Ms. Shoemaker gave the report.
  - c. Madison County - Ms. Ross gave the report.
  - d. Oconee County - Mr. Campbell gave the report.
  - e. Oglethorpe County - Mr. Garner gave the report.
8. Director's Report (including any Staff Presentations and Communications) - Director Bell gave the report.
9. Committee Reports
  - a. Finance - Mr. Campbell gave the report. The Finance Committee met to discuss
  - b. Personnel - No report. Mr. Campbell commented that the Personnel Committee will need to meet within the next couple of months to go over the Director's Evaluation results. The committee will need to produce a signed report. This must happen before the end of the fiscal year.
  - c. Policy - Ms. Shoemaker gave the report. She reported that the committee has reviewed the following policies: Copyright, Internet Use, Fax, Patron Responsibilities & Conduct, Records Retention, Confidentiality, Computer Use, Collection/Materials Donations. It is their recommendation that the policies go before the Regional Board.
  - d. Nominating - No report.
10. Old Business - none
11. New Business
  - a. Discussion and approval to have an attorney on retainer - Unanimously approved (motioned by Ms. Terrell, seconded by Ms. Shoemaker).

- b. Approve FY25 Annual Documents -
    - Signatory Authority, executive session
    - Director Salary Approval, executive session
    - Application for State Aid - Chair Campbell suggested postponing the signing of the FY25 Application for State Aid to a later date. This decision is due to certain steps in the process that have not yet been completed. Once all necessary steps are finalized, Chair Campbell will proceed with signing the application. Unanimously accepted (motioned by Ms. Norris, seconded by Ms. Frey).
  - c. Approval of policies put before the Board : Copyright, Internet Use (approve as amended; page 2 grammatical edits), Fax - struck, Patron Responsibilities & Conduct, Records Retention, Confidentiality, Computer Use, Collection/Materials Donations - struck.  
Unanimously approved as amended (motioned by Mr. Lutz, seconded by Ms. Cox).
  - d. Approval to move Vanguard funds to Georgia Fund One Account -  
Unanimously approved without opposition.
  - 12. Announcements - none
  - 13. Signatory Authority Discussion - Executive Session
  - 14. Director Salary Approval Form - Executive Session
- At 4:45 p.m. Mr. Campbell called for an executive session. Unanimously approved (motioned by Ms. Shoemaker, seconded by Ms. Russell). The executive session ended at 5:27 p.m.
- 15. Adjourn - The meeting was adjourned at 5:27 p.m. Unanimously approved.

## **Next Meeting July 18, 2024 at 3:30 pm**

### **Board Actions**

- Approval to move Vanguard funds to Georgia Fund One Account -  
Unanimously approved without opposition.
- Approval to hire attorney (on retainer) - Unanimously approved (motioned by Ms. Terrell, seconded by Ms. Shoemaker).
- Approval of policies put before the Board : Copyright, Internet Use (approve as amended; page 2 grammatical edits), Fax - struck, Patron Responsibilities & Conduct, Records Retention, Confidentiality, Computer Use, Collection/Materials Donations - struck.  
Unanimously approved as amended (motioned by Mr. Lutz, seconded by Ms. Cox).
- Approval to sign Application for State Aid at a later date once all steps are completed. Unanimously accepted (motioned by Ms. Norris, seconded by Ms. Frey).

- Approval of Annual Documents (Signatory Authority and Director Salary Approval Form) - Unanimously approved. (motioned by Mr. Garner, seconded by Ms. Russell)